

# **BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

## **MINUTES OF THE MEETING OF THE BOARD**

**DATE 15 June 2011**

**PLACE 1511 Pontiac Avenue, Building 69-2 Conference Room,  
Cranston, RI**

**MEMBERS PRESENT Chairman John Carter, Vice Chair Sara  
Bradford, Secretary Pilz, Board Members  
Michael Dowhan and Scott Millar**

**MEMBERS ABSENT None**

**OTHERS PRESENT Ms. Christina M. Styron, Administrative  
Assistant**

**Mrs. Lois A. Marshall, Administrative Assistant**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:12  
PM.**

**Call to Order**

**AGENDA ITEM 2 Chairman Carter made a motion, seconded by**

**Board member Dowhan, to approve Approval of Minutes the Regular and Executive Session minutes of the 25 May 2011 meeting. The motion was passed unanimously; five in favor. Voting in favor were Chairman**

**Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

**AGENDA ITEM 3 Because of the nature of the following items, Chairman Carter made a Executive Session motion, seconded by Secretary Pilz, to hold an Executive Session**

**according to Section 42-46-5a of the Rhode Island General Laws, for sessions or**

**work sessions pertaining to collective bargaining or litigation under Section 42-46-**

**5(a)(2) and for investigative proceedings regarding allegations of civil or criminal**

**misconduct under Section 42-46-5(a)(4) and the motion was passed at 2:15 PM;**

**five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford,**

**Secretary Pilz, Mr. Dowhan and Mr. Millar.**

**Chairman Carter made a motion, seconded by Secretary Pilz, to seal the executive session and record the votes taken in executive session pursuant to RIGL §42-46-4 and §42-46-5. The motion was**

**passed unanimously; five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

**Chairman Carter made a motion, seconded by Secretary Pilz, pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). The motion was passed unanimously; five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

#### **Record of Votes Taken in Executive Session**

**Executive Agenda Item #3.1. – No votes were taken.**

**Executive Agenda Item #3.2. – No votes were taken.**

**6-15-11**

**Page 1 of 3**

**BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

**MINUTES OF THE MEETING OF THE BOARD**

**Adjournment - Chairman Carter made a motion, seconded by Secretary Pilz, to come out of Executive Session and reconvene to an open meeting pursuant to RIGL §42-46-4. The motion was passed unanimously; five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

**In Executive Session open matters (2), there were 0 votes taken.**

**End of record of votes taken in Executive Session**

**AGENDA ITEM 41 There was no correspondence received.**

**Correspondence**

**AGENDA ITEM 5 a. Rules & Regulations**

**Old Business**

**The Board held a productive workshop today prior to this meeting. We will schedule another workshop prior to the regular meeting in July.**

**Chairman Carter made a motion, seconded by Secretary Pilz, to change the July meeting date from the 27th to the 20th. The motion was passed unanimously; five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

## **b. Legislation**

**There were no legislation updates.**

## **c. Miscellaneous**

### **1. New England Landscape**

**We have still not received a response from this firm. We will send a final letter to them advising them to be more cautious regarding the use of the terms “design and commercial” in their advertising.**

## **AGENDA ITEM 6 a. Miscellaneous**

### **New Business**

#### **1. Informational Bulletin**

**The Board will continue to work on drafting a new Informational Bulletin to Cities and Towns.**

**b. The next Board meeting will be scheduled for 20 July 2011.**

## **AGENDA ITEM 7 LA applications**

### **Applications–LA & COA**

**We will draft a letter to Attorney DeQuattro regarding our outstanding inquiry for a legal opinion on two reciprocity candidates’ applications.**

**6-15-11**

**Page 2 of 3**

**BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

**MINUTES OF THE MEETING OF THE BOARD**

**COA applications**

**The Board reviewed the following initial Corporation/LLC COA applications:**

**Mikyoung Kim Design, LLC listing Mikyoung Kim in responsible charge**

**VanLent Associates, Ltd. listing Derek vanLent in responsible charge**

**Chairman Carter made a motion, seconded by Mr. Dowhan, to approve the above listed COA applications pending receipt of a Certificate of Good Standing from the RI Secretary of State. The motion was passed unanimously; five in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and**

**Mr. Millar.**

**AGENDA ITEM 8 Chairman Carter made a motion, seconded by Secretary Pilz, to adjourn at 2:59 Adjournment PM. The motion was passed unanimously; five in favor. Voting in favor were**

**Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan and Mr. Millar.**

**6-15-11**

**Page 3 of 3**